

TO: JAMES L. APP, CITY MANAGER

FROM: BOB LATA, COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: UPDATE OF PRE-APPROVED ENVIRONMENTAL CONSULTANT LIST

DATE: JANUARY 21, 2003

Needs: For the City Council to consider updating the pre-approved environmental consultant list. This list allows the City to avoid the step of reviewing Statements of Qualifications when the City needs to contract for environmental services.

Facts:

1. The purpose of the pre-approved consultant list is to save both staff and the applicant time when selecting an environmental firm.
2. In September 2000, the City Council placed twenty-eight (28) environmental consulting firms on the City's pre-approved consultant list based on their qualifications and experience. The list was valid for two years.
3. In October 2002, the City sent out a questionnaire to those firms already on the list and to those who previously had expressed interest to get on the list when it was to be updated.
4. A total of twenty-five (25) responded to the questionnaire within the time frame provided.

Analysis  
and

Conclusion: When an environmental study needs to be prepared, three or more firms would be selected based on their experience with the scale and nature of the project.

Policy  
Reference: Economic Development Strategy.

Fiscal  
Impact: Adopting an updated consultant list would continue to expedite the process of selecting a qualified consultant.

Options:

- a. Adopt the attached Resolution with pre-approved consultant list (Exhibit A) valid until January 21, 2005.
- b. Adopt the attached Resolution with pre-approved consultant list (Exhibit A) valid until another date determined by the City Council.
- c. Amend, modify, or reject above options.

Attachments:

1. Resolution Approving Pre-approved Consultant List
2. Exhibit A (Consultant List)



RESOLUTION NO. 03-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES  
ADOPTING A PRE-APPROVED ENVIRONMENTAL CONSULTANT LIST

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WHEREAS, the Economic Strategy of the City of Paso Robles recommends that where outside environmental studies are required the City has the option of selecting a pre-approved environmental consultant; and

WHEREAS, the City reserves the right to go beyond the pre-approved environmental consultant list for specialized environmental services; and

WHEREAS, in September, 2000 the City Council updated the list of qualified environmental consultants; and

WHEREAS, in October, 2002 the City sent out a questionnaire to those firms already on the list and to those who previously had expressed interest to get on the list when it was to be updated; and

WHEREAS, a total of twenty-five (25) firms responded to the questionnaire within the time frame provided; and

WHEREAS, staff has reviewed the list of consultants and each consultant's Statement of Qualifications, and determined that all twenty-five (25) are qualified to prepare environmental reports contracted directly to the City.

NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED by the City Council of the City of El Paso de Robles to adopt the attached pre-approved consultant list (Exhibit A) to expire on January 21, 2005.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 21<sup>st</sup> day of January 2003 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Frank R. Mecham, Mayor

ATTEST:

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Sharilyn M. Ryan, Deputy City Clerk

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